

San Antonio Jeep Exclusive, Inc. By-Laws



ARTICLE I. Name

The Name of this organization shall be San Antonio Jeep Exclusive, Inc.

ARTICLE II. Purpose

San Antonio Jeep Exclusive, Inc. is hereby organized as a non-profit corporation to:

- A. Provide social, educational and recreational family activities for the membership.
- B. Promote, organize and hold outings, meetings, excursions, hill climbs, cross country trips and similar events.
- C. Promote the sport and pastime of four-wheel drive and Jeep travel in the eyes of the public and to give a good reputation to the club, Jeeps and the sport of four-wheeling.
- D. Help provide services that may not be available to Jeep owners.
- E. Occasionally assist the community in emergencies if necessary.

ARTICLE III. Membership and Dues

- A. Any person who owns a Jeep is eligible for membership in San Antonio Jeep Exclusive, Inc. Owners of vehicles other than Jeep are not eligible.
- B. Applicants for membership must hold a valid driver's license and must show a minimum of PI and PD insurance coverage on their vehicles. All members' Jeeps must be licensed vehicles.
- C. Applicants for membership must be of such character that the membership would consider them assets to the club.
- D. Applicants for membership must attend one meeting and one outing and be voted on by the Board of Directors before becoming members.
- E. Dues will be \$30 per year. Extra revenue will be obtained by voluntary donations and fund-raising activities. Dues may be collected by any club officer.
- F. Any member not attending at least one meeting or one outing in any six-month period shall be dropped from the rolls of this corporation if dues are not current. Exceptions may be made by the Board of Directors after reviewing the specific case.
- G. All personal expenses shall be borne by each individual
- H. Members shall immediately notify the treasurer of any change of address.
- I. All new members will be given a club decal and a membership card.
- J. It is recommended that the decal be removed from the vehicle when it is sold or when membership terminates.

- K. Membership cards will be renewed or redesigned as deemed necessary by the club.
- L. Operating condition and safety of each vehicle are the responsibility of the owner. No illegal or dangerous act by anyone shall make this club liable.

ARTICLE IV. Meetings

- A. Meetings of San Antonio Jeep Exclusive, Inc. shall be held once monthly.
- B. Members present shall constitute a quorum.
- C. Voting will be on the basis of not more than two votes per membership and may be cast by any member of that membership.

ARTICLE V. Administration and Officers

- A. There shall be a Board of Directors consisting of a president, vice president, secretary, treasurer, safety officer, activities director and the most recent past president.
- B. The Board of Directors shall conduct the day-to-day business and take such action as might best fulfill the aims of the organization. The Board of Directors shall meet at the times and places the presiding officer deems necessary. The Board of Directors shall be responsible to report its decision to the membership. Any decision of the Board of Directors may be overridden by a two-thirds majority vote of the active membership.
- C. No person may hold the same office more than two consecutive terms.
- D. Any vacancy on the Board of Directors must be filled by a membership election within 90 days. The president may appoint a stand-in only on a temporary basis. (Temporary means not to exceed 90 days.)
- E. Resignation of any officer shall be in writing and submitted to the secretary of the president.

ARTICLE VI. Duties

- A. The president shall preside over all membership and board meetings and be present at all events when possible and shall have the duty to carry out the policies and decisions of the Board of Directors. The president shall have no right to vote except in the event of a tie. The president shall sign checks with the treasurer.
- B. The vice president shall, in the absence of the president, serve in that capacity. He shall also serve as parliamentarian when he is not the presiding officer. He may sign checks with the treasurer in place of the president.
- C. The secretary shall keep and preserve all records and minutes of the meetings of the membership and board meetings; shall assume responsibility of ledger roll call and determine the number of voting members present; and shall receive and answer all correspondence pertaining to the organization.

- D. The treasurer shall keep a file system of membership. The treasurer shall also keep accurate and complete records of the funds and accounts of this organization.
- E. The safety officer shall enforce all club safety regulations and shall police the personal driving conduct of any member or guest when he deems it necessary for the safety of the driver, his passengers, or those around him.
- F. The activities director shall set up and coordinate all function and activities, including but not limited to off-road runs and parties.

ARTICLE VII. Expenditures and Finance

- A. All monies received from all sources shall immediately be turned over to the treasurer to be deposited in the account(s) of the organization.
- B. No withdrawal from club funds shall be made without the approval of the Board of Directors. All expenditures shall be made by check, and the item for which each check is drawn shall be designated on the face or reverse side thereof with accompanying invoices or paid receipts. If funds for more that one purpose are included, they shall be itemized separately.

ARTICLE VIII. Committees

The president shall designate committees and appoint committee chairmen. The chairman of each committee shall be responsible to the membership for that particular committee function.

ARTICLE IX. Elections

- A. The membership shall nominate, at the regular November meeting, all candidates for office.
- B. Election will be by secret written ballot and shall be held at the regular meeting in January. New officers shall assume office at the adjournment of that January meeting.
- C. Ballots must be counted and checked by three members other than nominees. A majority of votes cast is necessary to elect an officer.

ARTICLE X. Recall

Any officer of San Antonio Jeep Exclusive, Inc. may be recalled by a two-thirds majority of the entire membership.

ARTICLE XI. Events and Outings

- A. All events shall be subject to approval by the Board of Directors. Outings will be under the direction of a trip master appointed by the president.

- B. The trip master shall plan his outing, choose his assistant and complete an outing report. He shall be responsible for supervising the outing.
- C. On all trips, there shall be a trail boss who shall have total authority over the event and drive the lead vehicle. There shall also be a rocking chair in the middle and a tail gunner who shall bring up the rear. These vehicles must be equipped with CB radios.
- D. At no time has any member or officer the right to demand an unscheduled stop or a change of route or plan.
- E. Any member or guest who leaves the group without the trip master's approval once under way may not rejoin the group.
- F. All participants in any outing shall be responsible for leaving the host's property at least as good and clean as it was found. At no time will littering or destruction of property be tolerated.
- G. All competitive events shall be under the direct authority, supervision and control of the event committee. The event committee shall determine entrance classifications and regulations for various events and shall approve trophies and awards to be presented. Vehicles may be subject to technical inspection (varying according to the type of event) and shall be disqualified if found to be mechanically unsafe.
- H. Any flagrant violation of the club rules at any event or outing or any act endangering the lives or the well-being of others, is sufficient cause for removal of membership privileges by the event committee subject to the approval of the Board of Directors at the next board meeting.

ARTICLE XII. Rules and Procedures

Unless otherwise specified in these by-laws, Robert's Rule of Order shall govern parliamentary procedure.

ARTICLE XIII. Amendments

These by-laws may be amended by a two-thirds majority vote at a regular membership meeting. Any amendment to the by-laws must be presented to the membership at the regular membership meeting preceding that in which the vote is taken. The only exception to this is when a majority of the entire voting membership votes in favor of an amendment. This may be done at any meeting without prior presentation.

ARTICLE XIV. Safety Regulations

- A. Vehicles must be maintained to meet all state safety requirements.
- B. No one shall ride on the exterior of any vehicle to give it added weight or traction to negotiate difficult terrain. Any exception to this must be with the joint supervision and authority of the trip master and the safety officer.

- C. No one without a valid driver's license shall be allowed to operate a four-wheel drive vehicle without the approval of the trip master and the safety officer.
- D. No one shall operate his vehicle in a manner which will endanger others.

ARTICLE XV. Termination or Dissolution

In the event of termination or dissolution of this organization, the assets, if any, shall be applied to paying all its current obligations and debts, and the balance shall be held until the officers are reasonably certain that all unliquidated obligations have been paid in full. Any surplus assets remaining will be disbursed or transferred to a worthwhile charity to be determined by the Board of Directors.

ARTICLE XVI. Order of Business

- A. Call the meeting to order.
- B. Welcome visitors.
- C. Read the minutes.
- D. Secretary's report.
- E. Treasurer's report.
- F. Committee reports.
- G. Old business.
- H. New business.
- I. General conversation and comments from the membership.
- J. Adjournment.

CERTIFICATION OF CLUB OFFICERS

We certify that we are the club officers of SAN ANTONIO JEEP EXCLUSIVE, INC. and that the foregoing By-Laws are the By-Laws of SAN ANTONIO JEEP EXCLUSIVE, INC. duly adopted at a meeting of the Board or Directors held on May 22, 2003.

President	Geoffrey Mason
Vice President	Jerry Lovell
Treasurer	Rowena Archer
Secretary	Haley Browne
Safety Officer	Thomas Jordan
Activities Director	Michael Boyd
Executive Director	Robb Gudgel